



## IMPORTANT DATES

- 04/10/17:** Legislative Session Begins
- 05/05/17:** Board of Supervisors Meeting
- 06/08/17:** Legislative Session Ends
- 06/23/17:** Board of Supervisors Meeting
- 07/31/17:** Annual Performance Evaluations due in Workday
- 09/08/17:** Board of Supervisors Meeting

## MASTER PLAN VISION STATEMENT

*Respecting the culture, heritage and diversity of Louisiana State University, this Comprehensive and Strategic Campus Master Plan will provide a practical and flexible framework that sustainably guides and integrates development and capital investment on the campus and in the community over the next decade and beyond. The Master Plan will support LSU's Flagship designation and will reinforce its status as a high performance, contemporary, research and living/learning environment....the Flagship of Flagship Universities.*

## Master Plan Update

The NBBJ master planning team is wrapping up Phase III – Final Recommendations, Phasing/Prioritization Strategy, and Final Deliverables and made their last campus trip April 24-27 to hold an open forum and several on-campus meetings with the LSU Executive Oversight Committee, Deans, Working Group, Support and Facilitation Committee, Facility Design and Development Committee, University Planning Council and external stakeholders. The purpose of these meetings is to share the refined final draft master plan and discuss creation of a strategic capital plan, as well as next steps to approval, implementation and governance of the comprehensive and strategic master plan.

Transparency during the process was of great importance to LSU, so the Master Plan Support & Facilitation Committee and NBBJ greatly appreciates and thanks our students, faculty, staff, administration and the public for their participation, ideas and feedback, which ensures the creation of an exceptional strategic and comprehensive Master Plan that will guide physical development and serve the University mission for many years. We would also like to thank the members of our Executive Oversight Committee and Working Group for their invaluable service and vision in this effort.

## CAMPUS ENGAGEMENT

- 11+** On Campus Visits
- 100+** Stakeholder / Faculty / Student / Staff / Leadership Meetings
- 20+** Virtual Meetings / Interview
- 50+** Phone Meetings
- 3** Facilitation Team Design Workshops
- +** Online Surveys
- +** Project Website  
<https://masterplanLSU.com>



## Workday Update

### Team Time Off Function

Workday 28 enables workers to see time off requests of supervisory organization teammates, helping them to make more informed time off request decisions and improving team communication. This functionality will reduce the need to maintain a third-party absence calendar. When an employee accesses their time off calendar to initiate a request, the calendar will display the approved time off requests of supervisory organization teammates.

The updated view reduces the likelihood of workers requesting time off when too many teammates have already submitted a request, resulting in fewer time off request send backs.

It does not reveal any confidential information. It simply shows that there is an approved day off for a coworker. It does not reveal number of hours, time off type, or details of the request. This enhanced functionality provides departments additional resources to manage calendars and plan for coverage in their area.

### Common FDM and HCM Reports

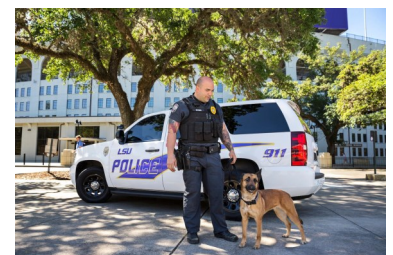
A list of the most common reports that are recommended for departmental use has been compiled. In order to make the list most comprehensive, both **FDM** and some **HCM** reports are included. [Click Here](#) for the list of reports on the Workday Training webpage found at the bottom under "Reporting." It is named Finance Reports by Functional Area.

## PARKING AND TRANSPORTATION

- Parking & Transportation is partnering with Experience LSU to create a welcome center for prospective students and their families, as well as other visitors to campus, at the Visitor Center located at the corner of Highland Road and Dalrymple Drive. The building will be renovated this summer to provide a "wow factor" as the first stop for visitors when they arrive on campus. Experience LSU and Parking & Transportation staff will greet campus tour attendees, answer questions, provide directions, and offer visitor parking passes.
- Jeff Campbell, senior director, was awarded the LSU Student Government Distinguished Service Award by SG President Zack Faircloth for his assistance with several student-focused initiatives, such as the launch of CampusBird, a 3-D map management software. CampusBird provides the ability to easily create campus maps and offer visual tours and other interactive media to re-create the campus experience online.
- A new Parking website with expanded information, service highlights, and easy-to-navigate forms launches June 1.

## LSU POLICE

LSU PD hosted the United States Police Canine Association's Region 10 Field Trials in April. The trials bring together K9 and law enforcement officers from across Louisiana, allowing them the chance to earn or renew their certifications. During



the field trials, officers and their K9 counterparts participated in different exercises: **obedience**, **agility**, **box search** and **criminal apprehension**. Two LSU Police Officers and their K9s took part in renewing their certifications for detecting explosives.

## HUMAN RESOURCE MANAGEMENT

**Telemedicine Available for LSU First Members**—LSU First has partnered with American Well (Amwell) to provide telemedicine services to LSU First participants at a First Choice network benefit level. Telemedicine allows health care professional to evaluate, diagnose, and treat patients at a distance using technology. This service will allow members to video chat with Board Certified Healthcare Providers and Wellness Educators from your home, office, or anywhere you may need care. With Amwell, members will have the opportunity to see and speak to providers within a wide range of specialties, including urgent care (such as sinus infections, skin rashes, etc), pediatric urgent care, adult and adolescent psychology, and diet and nutrition. For more information, visit [www.lsufirst.org](http://www.lsufirst.org).

## YEAREND PREPARATION

### Reminders:

- ◆ Review and reconcile ledgers
- ◆ Monitor budget to actual expenses by account number and object code on a quarterly basis
- ◆ Process budget adjustments, cost transfers and internal billings for services rendered as needed
- ◆ Process correcting entries
- ◆ Request for inactive accounts to be closed

Currently, “Revenue and Expense with No Driving Worktag” and “Expense Transactions with No Function” have been distributed to cost center managers. Just a reminder that all correcting entries need to be made as soon as possible. Please date all entries for the last calendar day of the month (i.e. April 30, 2017). Once correcting entries are complete and posted, please send correcting journal entry numbers to Katie Maglone ([kmaglone1@lsu.edu](mailto:kmaglone1@lsu.edu)) or Crystal Hebert ([crystalh@lsu.edu](mailto:crystalh@lsu.edu)).

## LSU NEWS

In partnership with Student Government, LSU has created a new app that puts campus at your fingertips, allowing you to check your Tiger Card balance, connect with Moodle and myLSU, navigate around campus, customize your LSU news and more. For more information on the app

[CLICK HERE.](#)



## Organizational Changes

### Finance and Administration

**Tyler Kearney** assumes the position as Associate Vice President for Finance and Administration on April 28, 2017. Tyler comes from the University of Illinois with over 10 years of experience and knowledge dealing with finance.

### LSU Health Sciences Center—New Orleans

**John A. Harman** will assume the position as Vice Chancellor for Administration and Finance on May 1<sup>st</sup>. He has nearly 20 years of progressive administrative and financial leadership experience in higher education and academic health sciences centers.

### LSU Foundation

**Bryan Benchoff** will assume the position as the new President and CEO of the Foundation and Vice President of Institutional Advancement on July 17. He comes to the University after six years as the former president and CEO of the Ohio University Foundation and vice president of university advancement.

### REMINDER

Email any information, potential topics or suggestions for the next newsletter to Ashley Territo at [aterrito@lsu.edu](mailto:aterrito@lsu.edu).